

Minutes of Queen Camel Parish Council meeting on Monday 17 November 2025 at 7:30pm, Marples Room, Queen Camel Memorial Hall

Present - Councillors John Brendon, Bryan Norman, Harriet Chappell, Daniel Hewlett, Philip Jones, Angus Davidson, Roy Lawrenson and Phillip Hall.

7 members of the public were in attendance and Somerset Councillor Henry Hobhouse.

11/01/25 Public Session

- Heritage Trust – member of the public brought a folder containing documentation with a view of passing them to the parish council. The organisation has approximately £5000 held on deposit account with the Unity Trust Bank but is struggling to access the funding due to using online banking. Heritage Trust is not registered with the Charities Commission. The request is for the parish council to appoint trustees to sit on the Heritage Trust. It was agreed that Mr Davidson and Mr Hewlett would meet with the remaining members of the Heritage Trust and bring a request to the next parish council meeting in January.

ACTION: Mr Hewlett and Mr Davidson

Potentially could use Heritage Trust funding to repair cobbles in Church Lane.

- Packhorse Bridge on Blackwell Road – Somerset Council have placed the repairs required on their Task List. Councillor Hobhouse confirmed he would raise this with the Bridge Team.

ACTION: Councillor Hobhouse

11/02/25 Apologies and updates on any vacancies

- Councillor Kevin Messenger. These were accepted.
- Vacancy – opportunity remains to co-opt a new councillor.

11/03/25 Declaration of interests in the agenda

- Councillors Phil Jones and Harriet Chappell declared an interest in agenda item 11/10/25 regarding the Mildmay Arms as they sit on steering group.

11/04/25 Minutes from the Parish Council Meeting held on 15.09.2025 and EOM on 02.10.2025

These were agreed to be a true and accurate record and were signed by the chair.

Proposed: Mr A Davidson

Seconded: Mr B Norman

All councilors in agreement

11/05/25 Actions from last meetings

- Old School culvert – it was agreed to ask the Flood Working Group to review this situation and come up with a plan to present at the next parish council meeting. Need to contact Somerset Rivers Authority, The Environment Agency and other relevant organisations to establish if they are able to complete the work required. It is believed that the Environment Agency have withdrawn from rural areas as they are concentrating on larger towns and cities.

ACTION: Flood Working Group

- Fingerpost on Wales Road – this is ongoing.

ACTION: Mr D Hewlett

11/06/25 Somerset Councillor Report – Henry Hobhouse

- Somerset Council have advised Natural England that the phosphate concerns in Somerset have now been mitigated. Advice from Councillor Hobhouse is not to sign any Section 106 agreements until the new policy regarding phosphates has been

agreed by Somerset Council. Queen Camel councillors advised that the Section 106 agreement for 25/01141/REM Ashford Homes has been signed. Councillors agreed it would be good to request renegotiating the current signed section 106 agreement. Need to ask what Ashford Homes are doing to mitigate phosphates. The normal process is for the developer to mitigate any phosphate concerns and that cost is then deducted from the CIL funding that the parish council receive. There is a need to have a conversation with Ashford Homes to clarify this position.

ACTION: Mr J Brendon

- Highways concerns – these all need to be emailed to Tracy Harris at Somerset Highways.

11/07/25 To RECEIVE the Clerk's Report of actions taken and updates for information

- Clerk's Report has been circulated to councillors and placed on the website. Items are covered on the agenda.

11/08/25 To CONSIDER the following planning applications received and RESOLVE to submit comments where appropriate.

- **25/02675/TCA Maymorn, Laurel Lane, Queen Camel, Yeovil BA22 7NH** – Notification of intent to carryout tree surgery, works to No.1 Contorted Willow (T1) Re-pollarding to past pruning point by remaining 3 metres if regenerative extension growth from outer branch tips within a conservation area. **Notification only.**
- **25/02640/TPO The Witches, High Street, Queen Camel, Yeovil BA22 7NH** – Application to carryout Tree Surgery Works to No.2 Trees and Fell No.1 Tree as shown within the Wincanton Rural District (QUCA1) 1971 Tree Preservation Order. T1 Cupressocyparis Leylandii – Description of intended work: This tree is over dominant in respect of the property garden and overlooking the south boundary neighbour's property. Due to the location of a conservation remedial action is not viable therefore it is proposed to fell the tree down to ground level. As collateral benefit the three removal will enhance the growing halo for the mature magnolia solangiana which stands in the same location. **Notification only.**
- **25/02641/TCA The Dring, Laurel Lane, Queen Camel, Yeovil** – Notification of intent to carryout Tree Surgery Works to No.2 Groups of trees within a Conservation Area. G1 Hazel group – Remove dead stems and coppice south side branches (approx. 3 metres) to remove intrusion over neighbour's boundary. G2 Hazel group – Remove dead stems and coppice south side branches (approx. metres) to remove intrusion over neighbour's boundary. **Notification only.**
- **25/02497/TCA Carpark at Countess Gytha Primary School (Old School), High Street, Queen Street, Yeovil BA22 7NH** – Notification to Fell No.3 Trees within a Conservation Area. 1 Crab Apple – Fell and replant with something more suitable to the location (starting to lift the old stone wall). 2 Cherry – Fell and replace with suitable specimen (Root undermining carpark and old school building). 3 Hawthorne – Fell and replace with a tree that won't drop fruit on the cars parked underneath. **Notification only.**
- **25/02527/HOU Rectory Barn, High Street, Queen Camel, Yeovil BA22 7NE** – Single storey extension. Councillors discussed that the doors in the plan were aluminum which is not in keeping with the Neighbourhood Plan requirement to be of natural materials. It was agreed to request further details on the door and what coating they could be having put on them.

ACTION: Clerk

- Friends of Mudford Group – Mudford Parish Council are holding an Extra Ordinary Meeting to decide on the next steps in the potential judicial review.

11/09/25 To RECEIVE approved planning applications

- None notified.

11/10/25 To RECEIVE an application to register the Mildmay Arms as an Asset of Community Value

The Steering Group believes that the village needs a social hub which is often based in a pub. Since the end of September the steering group has been working to develop a business plan to buyout the pub which has been up for sale for at least 12 months. There has been communication with the Community Land Trust for support. Following further meetings the steering group have concluded that they would like a pub in Queen Camel but not necessarily in the Mildmay Arms. The steering group no longer need to request the parish council to register the Mildmay Arms as an Asset of Community Value.

11/11/25 To RECEIVE information about a potential community Christmas meal at the school and make a decision, as appropriate

- David Gordon has approached the parish council to ask if they would like to organise a Christmas meal for the community as the school can offer their facilities. Councillors decided this is something they could consider for next year but there is limited time now to organise for this year. Clerk to advise David Gordon.

ACTION: Clerk

11/12/25 Highways and Traffic

- Update on Sutton Farm Working Group – a formal complaint has been submitted to Somerset Council. Unfortunately they have not responded within the timeframe of the complaint process. If there is not response then the next step is to contact the Ombudsman.

Mr Brendon advised he has also spoken and sent information to Dawn deVries at Somerset Council regarding the boarded up old surgery but there has not been a response to date.

- Updates on HGV traffic through the village – no further updates.
- Cobbles that need to be replaced on Church Path – Somerset Council will not completed this work. There are approximately 13 cobbles that need to be relaid. It was agreed that Mr B Norman would get some quotes for the work and bring back to the next meeting.

ACTION: Mr B Norman

- Blocked drains and gutters – question raised if there is a list of the location of these blockages. Agreement that a list needs to be drawn up to be able to progress on this work.
- The Glebe has been resurfaced.
- Packhorse Bridge repair work – see Minute 11/01.25 above.

11/13/25 Flood Working Group update

- Update on Old School culvert – see Minute 11/05/25 above.
- Flooding alert system – there was heavy rain last Friday and the alert system worked and there was not any flooding.

11/14/25 Playing Field Working Group updates

- Reports of anti-social behaviour update – there have been no more reported incidents.
- Fees for 2026 for hiring the Playing Fields – these have been circulated to councillors and reviewed by the Finance Committee. The recommendation is that they are increased by 5%. Councillors were in agreement for these to be increased by 5%.

Proposed: Mr P Jones

Seconded: Mr R Lawrenson

All councilors in agreement

- John Deer tractor repairs and servicing – it was agreed to seek quotes to be able to book in the service for the tractor.

ACTION: Mrs H Chappell

- Goal posts – removal of the old posts and consideration to purchase new ones. There has been an approach by a football club to hire the pitches. Councillors agreed that Mrs Chappell could seek quotes for movable posts up to £2000 and instruct clerk to purchase if they were suitable.
Proposed: Mr J Brendon
Seconded: Mr R Lawrenson
All councillors present in agreement
- Review of finances – the results to date in 2025/26 and outline budget for next year were reviewed by the Finance Committee when they met on 3 November.
- Fuel storage – Mr Jones submitted a document that provided options on how to store the unused fuel which has been circulated to councillors. There is 100 litres of kerosene to be disposed of and Mr Hewlett agreed to do this.
ACTION: Mr D Hewlett
- Fencing at the far side of the play area needs to be replaced. Quotes will need to be sought for review at the next full parish council meeting in January.
ACTION: Playing Field Working Group
- New mower for the playing field – the account has been paid and the mower has now arrived. There is training for those who are going to be using it to attend.
- Planning for new pavilion and funding – to be placed on next agenda.
- Pavilion crack in the wall – it was unclear if someone has looked at this yet to be able to provide an estimate to repair. Mrs Chappell agreed to make contact and obtain some quotes to be presented at the next meeting.
ACTION: Mrs H Chappell
- Consider cricket club request for new cricket nets – Cricket Club are looking for funding to be able to purchase new nets. Parish Council agreed in principle to make a grant of up to £10 000 from the Community Benefit Fund, subject to detailed grant application. The total cost of the nets will be approximately £45 000.
Proposed: Mr J Brendon
Seconded: Mr D Hewlett
All councillors in agreement

- 11/15/25 Neighbourhood Plan Working Group**
- Update on Neighbourhood Plan – group met on 23.10.25 and agreed a review of the plan needs to be pursued. This could potentially involve a consultation as well. A good review will need to be completed and consider alternative sites for development and this will involve reviewing Somerset Council allocated sites. A potential consultant has been identified and a meeting with them will take place in January. Fees for the consultant are £65 per hour plus VAT.
 - Contacted previous consultant for a word copy of the original Neighbourhood Plan.
 - Need to confirm the siting for the potential new pavilion.
 - Date of next meeting 24.11.2025
- 11/16/25 Update from the last Local Community Network (LCN) meeting**
- LCN South East met on 15.10.2025 – no minutes yet received
 - LCN South East Highways Working Group – next meeting 18.11.2025
- 11/17/25 Grant Applications**
- See Minute 11/14/25 above re cricket nets.
- 11/18/25 Finance and Banking**
- Finance Personnel and Risk Committee met on 03 November and the draft minutes have been circulated.
Precept and budget planning – this will need to be agreed at the next meeting in January after the calculation data from Somerset Council has been received to

calculate the impact of any increases on households in the village. Committee discussed if there are any major projects that will need to be considered in the next financial year. The cost of reviewing the Neighbourhood Plan needs to be factored into the budget and currently these are unknown until the meeting with the consultant has taken place in January.

Reserves – this document needs to be amended to accommodate spending from Community Benefit Fund.

VAT Reclaim to be made once the final payment to HAGs for the new play equipment has been made. Currently awaiting an invoice from HAGS.

- Payments for approval since the last parish council meeting
 - Coomber Security Systems (fire extinguishers) - £53.46
 - HMRC (PAYE) - £651.65
 - Western Web (website) - £102
 - Wheelie bin payment to clerk - £144.48
 - EG Coles (new mower) - £9600
 - Clerk salary September - £695.55
 - Bank service charge October - £6
 - Office Allowance October - £26
 - Tractor tyre - £12
 - PK Littlejohn (external audit) - £504
 - Clerk salary October - £639.35
 - Phil Jones (APM refreshments) - £35.36
 - Tractor fuel – 19.67
 - Credit card - £6
 - Bank service charge November - £6
 - Office allowance November - £26
 - PATA (payroll service) - £37.35
 - Clerk salary November - £479.75
 - Credit card - £30.75
- Upcoming payments
 - Kaye Elston – clerk expenses for printer cartridge and stationary £22.57
 - Clerk salary and HMRC – amounts yet unknown
 - Credit card – amounts yet unknown
 - Office allowance for December and January – 2 x £26
 - Bank service charges for December and January – 2 x £6
- Income received
 - None to report.
- Bank balances as at 17.11.2025
 - Current account = £2103.53
 - Reserves (savings) = £66 407.23
- Bank signatories – Mrs Chappell is being set up on the Unity Trust Bank system and Mr Hewlett will be reset as there have been some issues with password.
- Bank Reconciliation – this have been completed as at 31.10.2025 and signed by the Chair.

11/19/25

Village Communication

- Need to review the website to update information
- Whats App Group – there are 204 people who have joined

11/20/25

Date of next meeting

Monday 19 January 2026 at 1930 in the Marples Room at the Memorial Hall.

Dates of future meetings

Full Parish Council Meeting – Monday 16 March 2026 at 1930

Full Parish Council Meeting – Monday 11 May 2026 at 1930

Full Parish Council Meeting – Monday 20 July 2026 at 1930

Annual Parish Meeting – Friday 15 May 2026

Finance Personnel and Risk Committee – Monday 20 April 2026 at 1930

Playing Field Working Group – TBC

Neighbourhood Plan Working Group – 24.11.2025

Meeting closed at 09.40pm